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| **Project Name:** Student Attendance Management System  **Project Sponsor:** Dr. Ayman El-Sayed  **Project Manager:** Eng. Marwa Hassan  **Date:** October 3, 2025 |
| **Project Purpose and Justification:** The goal of this project is to develop an automated Student Attendance Management System for Future Tech University. This system will replace manual attendance tracking, reduce errors, and enhance reporting, supporting the university’s focus on digitization and operational efficiency. |
| **Project Description:** This project involves developing a web-based application enabling faculty to record and manage student attendance digitally. Students can check attendance in real-time, and administrators can generate detailed attendance reports. |
| **Project Objectives:**   * To reduce the time for searching for the drug as well as for information about its supply. * **An application that helps people learn whether the drugs they need are available and at what price will also provide a platform through which users can place orders online.** * **Enhancing the feeling of a fast and reliable service to our users.** |
| **Deliverables:**   * Fully functional web application * User manual and training sessions for faculty * Attendance report generation module |
| **Milestones & Timeline:**   * Requirements gathering: January 2026 * System design: February 2026 * Development: March – April 2026 * Testing: May 2026 * Deployment & training: June 2026 |
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| **Technical Requirements:**   * Platform: Web-based application compatible with modern browsers (Chrome, Firefox, Edge, Safari). * Operating System: Should operate on Windows 10/11, macOS, and Linux environments where browsers run. |
| **Limits and Exclusions:**   * This project will not develop a mobile application version of the attendance system; only a web-based platform is included. * Integration is limited to the university’s existing Learning Management System (LMS) and Student Information System (SIS), excluding third-party or external systems. * Hardware procurement or upgrades (such as new servers or devices) are excluded and will be handled separately by the university’s IT department. * This project excludes providing real-time location tracking of students; attendance is based on manual or semi-automated check-in methods only. * User training beyond the initial faculty training sessions and user manuals is outside the scope. * Any future enhancements or expansions will require separate project approval and funding. * The project is limited by the allocated budget and timeline; no additional resources will be provisioned without formal amendment. |
| **Approval:**   * Project Sponsor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_ * Project Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_ |
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